

Village of Cambridge

Board of Trustees

Monthly Meeting

Wednesday April 4, 2012

AGENDA

I. Call to Order & Pledge to the Flag

II. Swearing in of New Officials

III. Announcements / What's Happening in Cambridge

IV. "Good-of-the-Village"

a. Flower Barrels

REPORT

b. Tour of the Battenkill

REPORT

V. Public Comments

VI. Approving of Minutes

a. March 7, 2012 – Regular Meeting

ACTION

b. March 22, 2012- Special Meeting

ACTION

VII. Department Reports / Requests

a. Police (G. Bell)

i. Report

REPORT

ii. Transfer of Funds

ACTION

b. DPW (M. Telford)

i. Report

REPORT

ii. Tree Cutting Protocol

REPORT

c. Fire (H. Spiezio)

i. Report

REPORT

ii. False Report Billing

UPDATE

iii. Knox Box

UPDATE

iv. Auctions International

ACTION

v. New Member- Dustin Laurie

ACTION

d. Attorney (T. Jordan)

REPORT

e. Clerk (B. Witham)

i. Monthly Report

REPORT

ii. Financial Report

REPORT

iii. Debit Card Machine

ACTION

f. Registrar Report

REPORT

g. Youth (M. Wilkins)	REPORT
h. Assessor	REPORT
i. Historian	REPORT
j. Zoning Enforcement	REPORT
i. Vendor Permits	
k. Library	REPORT
i. Encumbered Funds	
l. Zoning	REPORT
m. Planning	REPORT
i. Appointment Of New Chair	ACTION
n. Property Complaints	
i. Ackley Building –	REPORT

VIII. Projects

a. Fire House (P. Baker)	REPORT
b. Economic Development	REPORT
c. Community Partnership	REPORT
d. Main Street Pedestrian Improvements	REPORT
e. Landfill Closure	REPORT
f. Personnel Manual	REPORT
g. SkatePark/Tot Lot	REPORT

IX. Correspondence

- a. As in packet

X. Old Business

a. Generator Proposal	REPORT
b. Myrtle Avenue Easement	REPORT

XI. New Business

XII. Other Business before the Board

XIII. Audit of Bills

Kelly/Lederer-Barnes

XIV. Executive Session

As always, the Board packet is available for review in the Village Clerks Office

The Village Board held the Regular Board meeting on Wednesday March 7, 2012 at the Municipal Building meeting room.

Mayor Stephen Robertson opened the meeting at 7:00 PM and led those present in the Pledge of Allegiance to the American Flag. Also in attendance were Trustee Alan Dupuis, Trustee Sara Kelly, Trustee Lederer-Barnes and Attorney Erika Sellar-Ryan.

Announcements:

Reminder that the Village Elections will be held Tuesday, March 20, 2012 at the Village Municipal Center. There are two 2-year Trustee terms and the 1-year Mayor Vacancy to be filled.

Good of the Village:

Tour of the Battenkill: Organizer Dieter Drake attended the Meeting to update the Village. This year will be even bigger than last with an expected 3,000 participants. The Race will be held April 14-15 and there will be previews on March 23 and 25. Again this year some of the cyclist will be going to the local Schools and talking to the children. Mr. Drake also mentioned the possibility of a Criterium race in July. This would happen on three Friday evenings in July and would be a very fast race as opposed to the distance race. He will have more info on this for the Village.

Durrin Park: There was a request to use Durrin Park from the Lions Club. They will be holding a car show during Balloon Festival Weekend. Valerie Reegan also mentioned that the Green Mountain Car Club would be hosting a Cruise In that weekend in the Village.

Concert in The Park: Laura Caldwell called the Clerk, as she is a Member of the Cambridge Band and was inquiring about the Concert in the Park Series. The Clerk thought possibly it could be done in Durrin Park but was unaware of who would host this event. If anyone organization is interested please contact the Village Office and the Mayor will touch base with Ms. Caldwell

Public Comments:

Village Resident Scott Phillips attended the Meeting and mentioned to the Board the proposed Budget Cuts at Cambridge Central School. His concern is that the administration is the ones making the cuts and there is no one overseeing them. Would like the Board support and encouraged the Board to make an appearance. Mayor Robertson noted that the School Board was responsible for that but stated that there were two more meetings if anyone would like to attend. The next two meetings are Tuesday, March 20, 2012 at 7:00 and Wednesday, March 28, 2012 @ 7:30.

Approving of Minutes:

Motion made by Dupuis, Second by Kelly, RESOLVED: That the Board approve the minutes of the February 1, 2012 meeting.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Police Department Report:

A Report is in the Board Packet. The Police commended Assistant Chief Spiezio, and Patrolman Bristol for their efforts at a call they assisted the New York State Police and the Washington County Sheriffs Department with on Monday.

Motion made by Dupuis, Second by Kelly, RESOLVED: That the Clerk transfer \$5,833.57 from the Police Departments .2 account to the Police Department .1 account. This will be to return funds borrowed when the Police Department purchased the new Police Car.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

DPW Report:

A report was in the packet. Trustee Dupuis wanted to review the Tree Cutting protocol but in lieu of the DPW Superintendents absence this was tabled until the April Board meeting.

Fire Department Report:

The Fire Chief reported that the Village of Cambridge is no longer in Contract with the Town of Jackson for Fire Services. This is due to the fact that the Town of Jackson budgeted \$2245.72 less than what the Contract asks for. The Town Supervisor will not sign the contract with the monetary difference. Mayor Robertson is going to contact the Town Supervisor and see if we can work this out. It was also noted that the Town of White Creek and the Town of Cambridge budgeted a lesser amount and signed the contract. The Village invoiced them for the balance owed.

Fire Chief Spiezio indicated the 1991 Fire Truck was still for sale. The Clerk put in on the Auctions International Website and it is still on the Fenton Fire website. He has had one call already.

False Report Billing: Chief Spiezio is getting a copy from Saratoga County as we will need to adopt a local law. Tabled until the next meeting.

Know Box: Chief Spiezio is still look into this with the assistance of Lt. Alexander. Tabled until the next meeting.

Motion made by Dupuis, Second by Lederer-Barnes, RESOLVED: That the Clerk transfer \$2,500.00 from the Fire Department .2 account to the Fire Departments Reserve account.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

This money came in from a grant and the Clerk put it in the .2 account. The items were purchased and paid for in the last budget year, therefore the Fire Chief requested the funds go in to the reserve.

Attorneys Report:

Nothing for Regular Session

Clerks Report:

Financial Report in packet

Motion made by Kelly, Second by Lederer-Barnes, RESOLVED: That the Board approve the Clerks request to transfer \$500.00 from the Keena account to the Clerks training account.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Motion made by Kelly, Second by Dupuis, RESOLVED: That the Village Clerk attend the OSC Basic Accounting School in Clifton Park in April for \$85.00 plus the cost of Mileage.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Motion made by Kelly, Second by Lederer-Barnes, RESOLVED: That the Schedule a Public Hearing for a Budget Workshop on March 22, 2012 @ 7:00 pm.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Registrar Report In packet

Youth Report In packet.

Historian Report: Report in packet

The Historian would like a cabinet to display items from the Archives. The Clerk prepared a quote and presented it to the Board. Due to the Cost this will be tabled until the next budget year. The Clerk will also look into getting a local vendor to make the cabinet and see if the cost would be less.

Assessors Report:

Nothing for Regular Session

Zoning Enforcement Report: Report in Packet

Library Report: In Board Packet

Zoning:

The Village was invited to attend the Washington County Hudson-Hoosic Watershed Pre-Discovery Stakeholders Meetings/FEMA RiskMap Program. Valerie Reegan offered that if need be she would attend on the Village's behalf. Mayor Robertson will look into this a little more and advise.

Motion made by Lederer-Barnes, Second by Dupuis, RESOLVED: That the Village pay \$110.00 for ZBA Member Caroline Kibbe, and \$159.00 for ZBA Chair Valerie Reegan to attend the New York Planning Federations annual Conference in Saratoga.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Planning:

Property Complaints:

Ackley Building-

Attorney Erika Sellar-Ryan indicated they needed a little more information to complete the paperwork and she would be contacting the Clerk in the morning to gather the remainder of that information. The Mayor indicated that Mr. Schroeder had contacted him and advised him that he would have new drawings within the week and that there would be people there working on the building within the next two weeks. Mayor Robertson and Assessor Bill McCarty have not yet seen any paperwork.

Projects:

Fire House Committee-

Mayor Robertson updated on the Fire House project. After meeting with the Fire House Committee he advised that the Vermont Tiberframes building is under contract. The Fire House Committee is trying to scale back the original design and come back with some solid numbers. Engineer William Cottrell is willing to help. Trustee Dupuis advised that the Boards will be coming up with a Task Force composed of members of the Fire House Committee, the Village Board, and the Public.

Economic Development-

February 20th, Trustee Lederer-Barnes and Trustee Kelly attended a meeting at the Hotel. This was designed to try to help support the local businesses. Trustee Kelly indicated she was also preparing a packet for local potential business owners with information about the Zoning laws they would find useful to starting a new business. She also indicated the possibility of posting on line the local stores that are empty and available for rent.

Community Partnership- None

Main Street Pedestrian Improvements-

Mayor Robertson updated on this project. We are moving forward on this project. Tom Baird from Barton & Longuidice provided a timeline and the project will be started the week of April 16, 2012 and completed before the Memorial Day Weekend.

Motion made by Lederer-Barnes, Second by Dupuis, RESOLVED: That the Village release the documents for Bid on the Main Street Grant.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Landfill Closure-

Deputy Clerk Schneider advised that we received correspondence from the County advising that two Landfills had been contracted out to Phoenix. This offer was extended to the Village of Cambridge also. The Deputy Clerk is attempting to schedule a meeting of the committee to make a determination.

Personnel Manual-

Mayor Robertson and Special Consultant Marsh are working on this

Old Business:

Zoning Revisions:

Motion made by Lederer-Barnes, Second by Dupuis, RESOLVED: That Mayor Robertson has the authority to sign the Negative Declaration of the Environmental Impact Form.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Motion made by Kelly, Second by Lederer-Barnes, RESOLVED: That the Public Hearing from January 4, 2012 be closed.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Motion made by Dupuis, Second by Lederer-Barnes, RESOLVED: That Attorney Erika Sellar-Ryan draft Local Law # 1 of 2012, the Revisions to the Village Zoning Law, as written.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Generator Proposal- Tabled until the April meeting

Myrtle Avenue Easement- Attorney Jordan was working on, in his absence it was tabled until April.

SkatePark:

Special Consultant Marsh provided quotes for the Signs to be ordered from Jeffords Signs. Also, for the Picnic Tables and Bike Racks, which are under State Contract. These will be ordered this week and DPW Superintendent Telford will touch base with Art Carol on the construction of the bathroom.

New Business:

Motion by Dupuis, Second by Kelly, RESOLVED: That the Village holds a Special Meeting on Thursday, March 22, 2012 @ 6:30 pm to discuss the placement of the Gazebo currently located at the School.
Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

At 8:48 PM, by motion of Kelly, Second by Dupuis, that the Board adjourn into EXECUTIVE SESSION following a 12 minute recess.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4/0

At 9:53 PM, by motion of Lederer-Barnes, Second by Kelly, the Board reconvened into REGULAR SESSION.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4/0

Motion made by Lederer-Barnes, Second by Dupuis, RESOLVED:

Motion made by Dupuis, Second by Kelly, RESOLVED: That the Village hold a Special hearing to discuss the 2% Tax Cap on Thursday March 22, 2012 at 7:30 pm.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Motion to Adjourn the Meeting at 9:28 pm by Motion of Lederer-Barnes, Second by Dupuis.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4/0

The Board audited and approved Abstract # 9 for vouchers number 1-69 for a total of \$

Bethany L. Witham, Clerk

The Village Board held a Special Board meeting on Thursday March 22, 2012 at the Municipal Building meeting room.

Mayor Stephen Robertson opened the meeting at 6:30 PM and led those present in the Pledge of Allegiance to the American Flag. Also in attendance were Trustee Alan Dupuis, Trustee Sara Kelly, and Trustee Lederer-Barnes.

Public Comments: None

Special Hearing # 1:

GAZEBO LOCATION- A Special Hearing was called to discuss the relocation of the Gazebo that is currently on the School property. DPW Superintendent Telford explained that it will be taken down in kit form and need to be reassembled. We will need as little movement as possible to prevent any further damage.

Ideas for placement:

Behind the Municipal Center

In front of the Library

Village Resident Laverne Davis indicated that the gazebo had been at the fairgrounds in Cambridge until 1943.

Deena Lowe from the Historical Society mentioned the possibility of relocating it to the Railroad Park, the Historical Society would assume ownership if they could go into a lease with the current owner. It is also very visible which may cut down on vandalism. Disadvantage would be that it would block the view of the Historic Rail Yard. What about Liabilities?

Gazebo is too large to move in one piece. Will need to be disassembled and repaired then reassembled. It will be disassembled in three pieces, the Roof, Deck, and 6 beams.

The Mayor mentioned possibly the Village taking ownership and then the Village entering an agreement with the Historical Society. The Historical Society and the Village will look into this more.

The Village also needs to discuss a possible Easement on the Rail yard property to allow the Village use of the land for the placement of the Gazebo. Village Resident Tina Imhoff will discuss with the owner, John Imhoff.

7:15 Budget-

The Board reviewed the Budget and started to prepare figured for the 2012-2013 Budget year.

Motion made by Lederer-Barnes, Second by Kelly, RESOLVED: That the Village enact Local Law # 2 allowing the Village of Cambridge to pass the 2% Tax Cap.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Motion made by Dupuis, Second by Kelly, RESOLVED: That the Board approve the Clerks request to implement a temporary spending freeze on all purchases without Board approval.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Motion made by Dupuis, Second by Lederer-Barnes, RESOLVED: That the Village Board approve the transfer of \$30,000 from the Capital Fund to the General Fund to allow the Clerk to pay the remainder of the bills.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4-0

Motion to Adjourn the Meeting by Dupuis, Second by Lederer-Barnes.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4/0

Bethany L. Witham, Clerk